

**GLHRC Meeting**  
**July 16<sup>th</sup>, 2013 - Draft Minutes**

**Committee:**

**Present:** Odulia Brown, Committee Member (President)  
Tracy Dawes, Committee member  
Joseph Motley, Committee Member  
Michael Stage, Committee Member (Vice President)  
Timothy Jones, Human Rights Advocate

**Participants:**

Francis Bruce, Alpha Community Service  
Joan Senior-Williamson, Alpha Counsellors Services  
Brenda Lomax, Community Direct Services  
Walt Stone, Corner Stone Intervention Services  
Vincent Hamilton, Divine Living Inc  
Barbara Wilber, Eggleston Services  
Matthew Melvin, Hope Unity and Freedom  
Julia Tolly & Jennifer McCracken, Individual First  
Gail Hardy Boyd, Just People  
Sidney Vanlow, Kreative Counseling Services  
Vincent Hamilton, Leclair Family Services  
Elondra Napper, Training Ground Ed & Family Services  
Patina Sharpe, Training Ground Ed & Family Services  
Harolyn Thompson, Trinity Family Services  
Dwayne Eley, True Life Destinations  
Lisa Phipps, True Life Destinations  
Tiffany Dobbins, True Life Destinations  
Kristina Derderian, Youth Excel & Advancement

Mr. Tim Jones introduced the two new members of GLHRC, Ms. Odulia Brown and Ms. Tracy Dawes. They were welcome aboard.

Ms. Brown introduced herself and called the meeting in session. She did a roll call to familiarize herself with the GLHRC members and to account for all members.

**Advocate Remarks:**

Mr. Tim Jones mentioned that everybody should now be using the CHRIS program for all types of issues. He further more, explained how to log on to CHRIS because providers are still having difficulties logging on. He continued to explain how to fill out CHRIS... the accusation and, investigation sections. We can also contact Ms. Walsh for assistance. Mr. Jones also went over the steps and procedures for appointing an AR.

Mr. Jones talked about quarterlies not being accepted at the meetings anymore. They should be mailed to the board members two weeks prior to the meetings.

**Old Business:**

None

**New Business:**

Community Direct: Mechanical and protective restraints approved by the LHRC.

Hope Unity and Freedom: Behavioral management policy approved for the use of Handle with care.

**Public Comments:**

None

**Provider Report**

**Alpha Community Services:** Presented its second quarterly report with no abuse or neglect allegations . No complaints, no new changes or amended policies. Has an unannounced licensure visit this quarter. No changes in behavioral plan. ACS will continue to have annual human rights training with staff to minimize complaints and violations and continue to monitor and report all types of violations within 24 hours. ACS will continue to support and recruit board members and continue to have a member on board. ACS had to stay for close session.

**Alpha Counsellors Services:** Alpha Counsellors presented their second quarterly report with no abuse or neglect allegation cases. They serve 79 individuals this quarter. No complaint cases. They continue to provide information about any changes to licensure, HR and board members. They continue to review their policies and procedure and behavioral plans with employee and keep maintaining ACTS annual training. They continue to be active in the recruitment of new committee members.

**Community Direct Services:** Presented their second quarter report. No abuse or neglect allegations this quarter. They now serve 60 individuals and requested affiliation for the following locations: 5469 Port Royal Drive, Virginia Beach, VA 23462, 2615 Waverly Way, Norfolk VA 23504. 2136 Jeffery Drive now relocated to 4632 Sam Bates Court, Virginia Beach 23462 and 4220 Cardinal Lane in Suffolk is now 262 Columbine Drive, Hartfield, VA 23071. Community Direct also asked for affiliation for the use of a wheel chair for an individual. The board voted for a policy amendment and it was granted. They continue to assist and support in recruit new board members.

**Corner Stone Intervention Services:** Corner Stone presented their second quarter reports. No abuse or neglect this quarter. No policy updates, no changes in behavioral plans. Their expansion outpatient service program was approved by the committee members and they are still

waiting on licensure review and approval. They continue their annual training of staff members to be able to identify and report allegations of abuse and neglect to the right authorities. Still active in assisting with recruiting new members.

**Eggleston Services:** Serving residential and day support, supportive employment. They presented their second quarter. No changes in services this quarter, no program updates. Now serving 330 individuals. No abuse allegation cases. Had 14 peer to peer incidents, 1 neglect allegation (medication error), 1 sexual misconduct allegation, 4 complaint cases, 2 of which has been closed, 2 human rights complaints cases which were resolved in the informal process. Egglestons continues to report all incidents through their Ethics Point Health and Safety Portal access through their internet. Staff goes through a corporal orientation process. They continue to participate in the recruitment process when vacancies occur. Egglestons stayed for close session.

**Hope Unity & Freedom:** Reported serving 150 individuals this second quarter. They reported no allegation of abuse or neglect. They mentioned the changes in their Policy & Procedure which was approved. Hope Unity Freedom was advised to resend a CAP to indicate approval of their amended P&P. Hope Unity and Freedom continues to administer HR test with quarterly reviews to all staff annually. Norfolk location had a visit from OHR and a CAP was submitted. They also submitted changes from TOVA to Handle With Care to board members. No changes behavioral plans. Hope Unity & Freedom continue to train all staff members to report incidents and accidents at all time. They continue to submit recommendations of candidates to GLHRC when needed.

**Individual First:** Presented its second quarterly report with no abuse allegation cases. They currently serve 14 individuals. No allegations of abuse or neglect this quarter. No licensure visits. No new or amended policies, procedure or programs and no changes in behavioral plans. Individual First continues to review HR regulations to their employees annually and will continue their testing policies to ensure staff has the understanding regarding capturing and reporting allegations of abuse. IFI is still actively participating in all recruiting activities to help find new board members.

**Just People Inc:** Presented its second quarterly report of 54 individuals with 2 abuse /neglect allegation cases, which were closed. 1 complaint case which was closed. JPI continue to offer Human Rights training within orientation and annually to all its employees. Had a visit from licensure and Human Rights. Just People continues to provide annual HR training to all staff members. No new amended policies, procedures or program rules. No use of restraint or seclusion. Will continue to provide referral for vacancies when necessary. JPI had to stay for close session.

**Kreative Counseling Group:** Presented their second quarterly. Serving 15 individuals this quarter.. Had no program updates, no changes, no abuses or allegations. They continue to train all employees upon hire on recognizing and reporting abuse and neglect and human rights complaints, along with conducting quarterly training to all employees. Infield supervision is conducted to ensure that all staff are providing services according to their P&P, and HR

guidelines. Kreative Counseling will continue to work with other agencies in the community to help recruit LHRC members.

**Trinity Family Services:** Presented their second quarterly with 14 individuals served. No allegations of abuse or neglect this quarter. No complaints, changes in policies, procedures or program rules. No restrictions, restraints or seclusions. TFS emphasizes the importance of capturing and reporting all allegations of abuse, neglect and human rights complaints in their weekly staff meetings. No changes in behavioral plans. They have a potential candidate interested in becoming a board member and will continue to support and recruit potential member for GLHRC.

**True Life Destinations, LLC:** Presented their second quarter with 24 individuals served. No allegations of abuse or neglect reported. No complaints, policy change, no restrictions, restraints or seclusion. No behavioral plans this quarter. TLD does annual training of all staff members on the importance of reporting all allegations of abuse and neglect. They are also aware of the complaint process and are retrained annually on human rights complaints. TLD member has submitted an application and is considering of becoming a board member.

**Closed Session:**

GLHRC motioned and approved to go into close session per section 2.2-3711.A of the Virginia Code to discuss issues/ matters exempt from public disclosure namely to review individual restraints, incident reports, and abuses and/ or complaint investigation of the following: Just People Inc and Eggleston Services.

A motion was made and approved to come out of close session. Upon reconvening into open session, each member certified that only business exempt from public disclosure related to the above noted programs were discussed.

Next meeting was set for October 15<sup>th</sup>, 2013 @ 9.00am in Hampton.

Alpha Community Services: Secretarial duties end this quarter. A new secretary has to be selected.

Respectfully Submitted,

Francis C. Bruce  
July 22<sup>nd</sup>, 2013